

Honorable James C. Auchincloss
House of Representatives
Washington 25, D.C.

Dear Mr. Auchincloss:

Thank you for your letter of 9 March with regard to

[redacted]
[redacted]. We have just received the application forms
from [redacted]

We have noted, with interest, [redacted] linguistic
qualifications. His application papers are currently being
processed with a view of matching his qualifications against
personnel requirements in the various components of the
Agency. You may be sure that his application will receive
careful consideration.

We shall be glad to keep you advised of the progress
in this matter.

Sincerely,

Allen W. Dulles
Director

Distribution:

Orig & 1 - Addressee

1 - DCI *Ken [unclear]*

1 - DDCI

1 - IG

D - ER

2 - Leg. Counsel w/basic

OGC/ [redacted] (10 Mar 61)

MEMORANDUM FOR: THE DIRECTOR

Attached is a proposed letter for your signature to Mr. Auchincloss with regard to an applicant, [redacted] who, while having some language qualifications, has only a high-school education. He is presently 29 years old. Personnel received his application forms two days ago and the processing is just beginning. Recommend signature

John S. Warren
Legislative Counsel

10 March 1961
(DATE)

FORM NO. 101 REPLACES FORM 10-101
1 AUG 54 WHICH MAY BE USED.

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ER 61-1384a

Honorable James C. Auchincloss
House of Representatives
Washington 25, D.C.

Dear Jim:

Thank you for your letter of 17 February concerning

[redacted]

We received a letter from [redacted] and have asked him to fill out application forms; a copy of our letter to him is enclosed. This material will supply us with background information about [redacted] in order to determine what the possibilities for his employment with us may be.

Your evaluation of [redacted] and your kind personal thought are much appreciated. We shall advise you of the result of our review of [redacted] application.

Sincerely,

Allen W. Dulles
Director

Enclosure

Distribution:

Orig & F- Addressee

1 - DCI

1 - DDCI

1 - ER

1 - Legis. Counsel - via ID

1 - Subject's file (w/basics)

1 - D/Pers chrono (w/held)

OD/Pers/ [redacted] pnd:sjc (3 Mar 61)

Legislative Counsel

Rewritten: OGC/LC/GLC:jmd (8 Mar 61)

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Thank you for your recent letter to Mr. Dulles expressing interest in employment with this organization.

We are enclosing a brochure which describes our general requirements and a set of our application forms. We would appreciate your returning the application forms at your earliest convenience so that we can make a thorough review of the possibilities which might be available to you here.

We are glad to know of your interest in our organization and shall give your application careful attention.

Sincerely,

[Handwritten signature]

E. D. Echols
Director of Personnel

Enclosures

Distribution:

- 0 - Addressee
- 2 - Cong. Auchincloss
- 1 - DCI
- 1 - DDCI
- 1 - ER
- 1 - Legis. Counsel - *[initials]*
- 1 - Subject's file w/basics
- 1 - D/Pers chrono (w/held)

OD/Pers/*[initials]* (3 Mar 61)

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3 March 1961

MEMORANDUM FOR: Legislative Counsel
Director of Personnel

VIA : Inspector General

I am extremely embarrassed at the delay in your two offices in the handling of a letter dated February 17 from Congressman James C. Auchincloss. The draft reply to this letter reached my office on March 8, and was immediately dispatched, and then only after we had received a second letter from the Congressman, asking "to let me hear from you without further delay."

I wish an immediate investigation in your two offices, in concert, to determine the responsibility for the delay in handling this simple piece of correspondence. Also, I wish the Office of Legislative Counsel, as it refers mail to keep a careful check on the referral and to see that the office to which such mail is referred responds promptly.

I am now establishing a check, either in this office or in the Office of the Inspector General, of any Congressional mail that is referred, and strong measures will be taken if Congressional mail is not handled promptly and efficiently.

AWD/ji
1 - DCI
1 - DD/S
1 - ER —

ALLEN W. DULLES
Director

*Letters from Auchincloss
dated 11 Feb & 7 Mar to
IC w/orig of these letters MB*